



WINTERTON-ON-SEA VILLAGE HALL

Chairman: Chris Barlow (Tel: 01493 393674)

Clerk to the Council: Mrs Catherine Moore BSc FSLCC
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VILLAGE HALL MANAGEMENT COMMITTEE

NOTICE OF MEETING AND SUMMONS TO ATTEND

You are hereby invited to attend a meeting of Winterton-on-Sea Village Hall Committee at 11am on Tuesday 16th April 2019 at Winterton Village Hall.

Catherine Moore - Parish Clerk

10th April 2019

The business to be transacted at the meeting is as follows:-

1. **Attendance and Apologies for Absence**
2. **Declarations of interest for items on the agenda**
3. **Minutes of the meeting held on 19th January 2019**
4. **Matters arising from the minutes (where not listed elsewhere on the agenda)**
 - a. Notice board access
 - b. Transfer of finances to Parish Council accounts
 - c. Tin sheds behind village hall
 - d. Payments by regular hirers
 - e. PRS licence renewal
5. **Hall Promotion - Update**
6. **Finance**
 - a. Village Hall Accounts to 31 March 2019
 - b. Payments for Approval:

i. V Parker	Cleaning	£58.50
ii. K Jones	Windows / shed roofs	£871.00
iii. Wave	Water	£288.03
 - c. Village Hall hire costs
7. **Maintenance and Risk Assessment**
 - a. Regular Maintenance
 - b. Servicing and inspections (fire due July; PAT due February; fixed wire inspection)
8. **Future Events**
 - a. Future events
 - b. Fundraising event with church
9. **Any Other Business**
 - a. Mobile phone and diary - continuity arrangements for hirers
 - b. Farmers Market
 - c. Arrangements for May Committee meeting
 - d. Recommendations for membership of VH Committee May 2019 onwards
 - e. Complaint regarding noise during Cadets hire
10. **Date of Next Meeting: TBC**